



NASA Policy Directive

COMPLIANCE IS MANDATORY FOR NASA EMPLOYEES

NPD 1387.1H

Effective Date: May 01, 2017

Expiration Date: May 01, 2022

[Printable Format \(PDF\)](#)

Request Notification of Change (NASA Only)

Subject: NASA Exhibits Program

Responsible Office: Office of Communications

1. POLICY

It is NASA policy to educate and inform the public about the accomplishments and program goals sought and achieved in NASA's programs through the direct and interactive medium of exhibits and artifacts. The following policy elements will govern the way in which the NASA Exhibits Program is conducted.

- (1) Exhibit items and artifacts will be displayed in NASA Visitor Centers and NASA reception areas, or placed on display in appropriate off- Center sites, such as major museums, science centers, and planetariums, in support of NASA outreach objectives.
- (2) Exhibits will be displayed, to the maximum extent possible, at selected offsite venues comprising nontraditional as well as traditional audiences as defined in NPR 1387.1.
- (3) Traveling exhibit requests will be carefully evaluated and negotiated to minimize or eliminate costs, avoid duplication of effort, and promote a unified representation of NASA, its programs, and activities, and Agency communications priorities.
- (4) NASA participation in major domestic or international exhibitions shall be approved by the Communications Coordinating Council in accordance with the Communications Coordinating Council Charter, NC 1000- 31; coordination of the exhibition logistics may be delegated to a Center Exhibit Program Manager. The Associate Administrator for the Office of International and Interagency Relations, NASA Headquarters, shall concur for International exhibits. The Associate Administrator for Legislative and Intergovernmental Affairs, NASA Headquarters, shall concur for Congressional requests.
- (5) Funding for the design, construction, and procurement or loan of exhibits, exhibit materials, artifacts and exhibit refurbishment will normally be borne by the proponent NASA entity, installation or borrowing entity with an appropriate agreement.
- (6) Exhibits comply with the criteria in NPR 1387.1 and NPD 2081.1A Language Access Plan.

2. APPLICABILITY

- a. This directive applies to NASA Headquarters and NASA Centers, including Component Facilities and Technical and Service Support Centers. This language applies to Jet Propulsion Laboratory (JPL), a Federally Funded Research and Development Center (FFRDC), other contractors, grant recipients, or parties to agreements referenced in the appropriate contracts, grants, in compliance with Communication Coordinating Council policy.
- b. In this directive, all mandatory actions (i.e., requirements) are denoted by statements containing the term "shall." The terms: "may" or "can" denote discretionary privilege or permission, "should" denotes a good practice and is recommended, but not required, "will" denotes expected outcome, and "are/is" denotes descriptive material.
- c. In this directive, all document citations are assumed to be the latest version unless otherwise noted.

3. AUTHORITY

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The National Aeronautics and Space Act, 51 U.S.C. § 20113 (a).

4. REFERENCES

a. NPR 1387.1, NASA Exhibits Program. b. NC. 1000-31, Communications Coordinating Council Charter

5. RESPONSIBILITY

- a. The Associate Administrator for Communications is responsible for issuing and managing this directive.
- b. The Associate Administrator, Office of Communications, NASA Headquarters, or his/her designee shall develop policies and standards, define requirements and objectives, delegate lead Center assignments, and assess Center performance of the NASA Exhibits Program.
- c. The Agency Exhibit Program Manager, NASA Headquarters, shall provide consultation, coordination, and guidance for the entire NASA Exhibits Program including, procurement and management of exhibits inventory; appraise and provide guidance for the design, messaging and construction of exhibits and procurement methodology; monitor exhibit activities at all NASA Visitor Centers; and monitor plans for participation at off-site, nontraditional, and traditional venues and overseas exhibitions.
- d. Each NASA Center Director shall designate a Center Exhibits Program Manager, who will conduct and administer the NASA Exhibits Program within their respective geographic regions as defined in NPR 1387.1.

6. DELEGATION OF AUTHORITY

None.

7. MEASUREMENT/VERIFICATION

Monitoring and assessing the Exhibits Program are prescribed and outlined in accordance with NPR 1387.1, NASA Exhibits Program.

8. CANCELLATION

NPD 1387.1G, NASA Exhibits Program, November 15, 1999.

/S/ Robert Lightfoot
Acting Administrator

ATTACHMENT A: (TEXT)

(URL for Graphic)

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